

**BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON
BOARD MEETING MINUTES
September 28, 2009**

The Board of County Commissioners for Lewis County, Washington met in regular session on Monday, September 28, 2009, at 10:00 a.m. **COMMISSIONERS RON AVERILL, P.W. SCHULTE, and F. LEE GROSE** were in attendance. **Chairman Grose** determined a quorum, called the meeting to order and proceeded with the flag salute. **Commissioner Averill** moved to approve the minutes from the 10:00 a.m. meeting held on Monday, September 21, 2009. **Commissioner Schulte** seconded.

Motion Carried 3-0

Notice

Commissioner Schulte moved to split the Notice Agenda into two sections. **Commissioner Averill** seconded the motion. **Commissioner Averill** read the proclamation into the record.

1 Proclamation: Declaring the Month of October as “Domestic Violence Awareness” Month.

Marylea Coday, Human Response Network Representative, Stated she has served on the Human Response Network Board for many years. She believes we need to live in a kinder world and peace starts in the home. Domestic Violence is out there a lot. She thanked the Board for the proclamation.

Motion carried 3-0

Commissioner Schulte moved to approve Notice Item two. **Commissioner Averill** seconded the motion. Karri Muir, Clerk of the Board read the item into the record.

2. Notice of Hearing: Regarding the proposed vacation of a portion of John. A. Anderson Road. Hearing will be held on or after 10:00 am on October 26, 2009. Resolution No. 09-319

John Huestis, Public Works stated this vacation is in the north end of the county off Little Hanaford Road. It has been in the works for a number of years. The adjacent landowners are the Department of Natural Resources and Transalta. This is a ten-foot gravel road, not maintained regularly by the County. It has been subject to a lot of four wheeling and partying. The property owners wanted to put a gate up, but we cannot do that on a public road, so they requested a vacation of the road. This establishes the hearing and submits the Engineers Report on the matter.

Commissioner Averill stated the unfortunate thing is that young people have discovered this area and the citizens do not like this. He is glad we are doing this.

Motion carried 3-0

Consent

Commissioner Averill made a motion to approve Consent Items three through fourteen. **Commissioner Schulte** seconded the motion. Karri Muir, Clerk of the Board read the items into the record.

3. Resolution No. 09-320 Extending the closure of a portion of Winlock Vader Road to all through traffic.

John Huestis Public Works stated that on July 27, 2009, Resolution 09-229 closed Winlock Vader Road to all traffic from August 3, 2009 to October 12, 2009. We have had some significant delays in the project that have added about three weeks to the project timeline. This resolution is to extend the closure from October 12, 2009 to November 12, 2009, to allow the contractor to complete the work on the project. We ran into very unstable embankment material that was not accounted for in the preliminary engineering investigation that was done. This required additional time to stabilize this mass in order to begin building the retaining wall necessary to put the culvert and the road back in.

Commissioner Averill noted this is the road that has been out for 1.5 years. It has been one lane and then we had to close it to do this work. Did we do a contract amendment to this project to do the remaining stabilization?

Mr. Huestis stated yes we did. The supplement was signed last week and done by the consultant who was looking at how to stabilize it.

Rod Lakey stated the contractor's change order was executed earlier.

Mr. Huestis stated this project is funded by Federal Highways as part of their emergency relief program. It is a 2007 flood event project.

4. Resolution No. 09-321 Approving a master inter-local agreement between Lewis County Public Works and the City of Napavine and Lewis County Diking District #2.

John Huestis Public Works stated this is the third resolution coming forth to add additional cities to our master inter-local agreement process. This program is one where the County can provide services that the cities cannot do by themselves. This is a baseline agreement that stays in place for five years. It is an effort to streamline the administrative process and get the work done in a timelier matter. We have entered into these inter-locals with Morton, Mossyrock, Winlock, Toledo, Pe Ell and this will add Napavine and LC Diking District #2

Commissioner Averill noted that LC Diking District #2 is the Long Road Dike and this is for the maintenance of that dike.

5. Resolution No. 09-322 Ratification of an executed contract for Small Works project: Bishop Intersection Improvements Project.

John Huestis, Public Works stated this project is #23 on the STIP. This project removes a residential structure to realign Sturdevant Road. We are removing the skewed intersection, so it will come out to a 'T' intersection. This will allow large trucks easier access to the Port of Chehalis. The lowest bidder was Martin Sand and Gravel for \$77,092.20. The Engineers Estimate was \$138,090.00. As part of the Small Works process, where projects are already on the STIP, the Board has authorized the PW Director to enter into, and award those contracts. Then ratify them at the next Official BOCC Meeting.

Commissioner Averill stated the Port of Chehalis has expressed that they are very happy with this improvement.

6. Resolution No. 09-323 Project acceptance-Rush Road Extension Project.

John Huestis, Public Works, stated this is a notice that all the documents have been received and we are closing the project. Final cost of the project was \$2,757,316.00.

7. Resolution No. 09-324 Approving the funding agreement with the U.S. Interior Department of the Interior, U.S. Geological Survey for the 2010 operation and maintenance of stream gauging in the Chehalis and Cowlitz River Basins.

John Huestis, Public Works stated this is an annual agreement to establish who does the work on these gauges. We share in the costs and this year's cost is \$ 77,600 with the USGS share of \$30,350.00 and the County's share of \$47,250.00. These gauges are checked monthly and more frequently as needed during events.

Commissioner Averill stated these gauges are on the Cowlitz and the Chehalis River Basin's. These are very important, as the Flood Authority is looking at an early warning system. Some have been washed out due to previous floods and by previous actions; we restored them so they are operating in the system.

8. Resolution No. 09-325 Proposed establishment of a change in Chandler Road and Doty Dryad Road.

John Huestis, Public Works stated this is a project that is proposing to rebuild a bridge that was washed out in the 2007 flood event in the west end of the County. The bridge is on Chandler Road and tied into St. Route 6 and Doty Dryad Road at a common intersection. He went over the project. Because of the realignment, there is right of way that needs to be acquired to complete the project. This authorizes PW to do appraisals and start negotiations on the properties.

Commissioner Averill asked if once the Engineer Report is complete we would hold a hearing on this.

Mr. Huestis stated he does not believe that is the case. If this is approved, we move forward on the acquisitions. There will be a hearing for the actual establishment of the new road.

9. Resolution No. 09-326 Rejection of bids for the LCWD #1 Phase II Project.

Rod Lakey Public Works stated we received four bids for this project. After correcting math errors, the bids range from 8% to 50% above the Engineer's Estimate of \$458,468.13. An inconsistency was noted between the *2008 Standard Specifications for Road, Bridge, and Municipal Construction of the State of Washington*, and the Special Provisions. In the Special Provisions, a line was deleted referring to the requirement for a sub-contractor list. In the bid packet (Appendix C), we included a sub-contractor list. This caused some confusion, because two of the bidders included the sub-contractors list and two did not. There is language in the *2008 Standard Specifications for Road, Bridge, and Municipal Construction of the State of Washington* about rejection for that contractor list not being included. Therefore, the inconsistency caused confusion with at least half of the bidders. In addition, after the bid opening, the design called for voltage requirements for the electrical as 480V rather than 240V. Those two were very big items, considering the electrical was about 50% of the bid. Our client for this project is LCWD #1. The District is amenable to rejecting all bids and re-bidding. Lewis County Public Works recommends rejecting all bids and issuing a call for bids soon after.

Commissioner Averill heard there was concern with experience level?

Mr. Lakey stated there is and in the re-bid, we will address this. The new bid will require five previous projects of similar type.

10. Resolution No. 09-327 Supporting the Washington State Historic Courthouse Rehabilitation Grant.

Michael Strozyk, Central Services stated this supports this grant for repairs of the LC Historical Courthouse. We submitted a grant for \$147,000. This resolution is in support of that grant and acknowledgement of the program.

Commissioner Averill asked if the grant had been awarded.

Mr. Strozyk stated no we submitted it earlier this year and it will be awarded later in the year.

Commissioner Averill stated this is in anticipation so we can move forward, should the grant be awarded.

Mr. Strozyk stated this is for acknowledgement that we have submitted the grant which requires a resolution from the Legislative Authority in support of their grant program.

11. Resolution No. 09-328 Approving a contract with Washington State Military Department for E911 funding assistance.

Michael Strozyk, Central Services stated this is an annual contract with WA St. Military Department. The State of WA collects excise taxes on phone lines. We are allowed part of those funds in the 911 Department. This is \$96,000, and is an estimate from the state. .

12. Resolution No. 09-329 Approving contract with Washington State Department of Commerce.

Tara Smith, Health stated this contract is made available through funds from the ARRA. This is to provide homeless prevention and rapid re-housing services to homeless families. It is for a 2.75-year period, the lead agency will be Reliable Enterprises, and we will be looking for other sub-contractors as needs arise. The focus of this grant is to provide a month to two months of rental or mortgage for families that may be close to eviction or in foreclosure. They have case management services to help families look at their budgets and plan for how they are going to continue to make their payments. The rapid re-housing is to get people into housing as quickly as possible. Reliable Enterprises will be working with local housing rental places to have rentals set up. The total grant is \$332,683 with a portion of that being retained for the County to do data collection and administration of the grant.

Commissioner Averill noted this is decreasing from \$118,000 in the first year to \$101,000 in the last year. He asked if this was countywide, and if it is, what are we doing in the east end of the County.

Ms. Smith stated Reliable Enterprises would be working with other partners in the Affordable Housing Network that are up in that area.

**13. Resolution No. 09-330 Approving a contract with Washington State
Department of Community Trade and Economic Development.**

Tara Smith, Health stated when this contract came to us CTED had not changed its name to the Department of Commerce. This is for emergency shelter in Lewis County and prevention funds. Lewis County is the lead agency. This contract is designed to help with homelessness prevention. There are four different service providers in the community who have been identified as being eligible for these funds. They are Salvation Army, Human Response Network, Lewis County Shelter Program and White Pass Community Service Coalition. The total grant award is \$105,597.00 for a one-year period.

Commissioner Averill stated this is more of a long-term effort to establish affordable housing in the community.

14. Resolution No. 09-331 Approving County's Simplified Indirect Cost Allocation Plan.

Larry Grove, Auditor stated this is updating and replacing a plan that was adopted in 2003. It allows Lewis County to charge for indirect costs on any Federal grant that is eligible. The approved rate is 12.12%.

Commissioner Averill stated if we have a Federal contract this is the percentage we can use for overhead costs.

Mr. Grove stated that is correct.

Motion carried 3-0

Hearing

Hearing**2009 Budget Reductions-Resolution 09-332**

Chairman Grose announced the hearing and asked for a staff report.

Dawna Truman and Lara Seiler were in attendance.

Ms. Truman stated she would be presenting the third 2009 Budget Amendment, which has been published in the East County Journal on September 16, and September 23, 2009. Due to revenue shortfalls we decided it was necessary to reduce the 2009 budget. This amendment reduces the Current Expense fund by \$2.5 million and Various Other funds by \$1,066,946.00. This resolution totals \$3,566,946.00.

Departments and Offices provided varied reductions and additional reductions were made in salary and benefits originally over budgeted in 2009. There was also a dollar amount equivalent to a five-day furlough reduced in the budgets and the departments came back and told us which line items they wanted to have reduced by the amounts that we set for them.

Commissioner Averill asked for an explanation on the correction in the Various Other Funds

Mr. Truman stated we are reducing Current Expense by \$2.5 million dollars; Various Other Funds are reduced by \$1,066,946.00. The reason for this is that when you do a transfer to another fund, you have to reduce the expense side on Current Expense. You also have to reduce the revenue side on the Other Fund. Therefore, it doubles the reduction. She noted that the departments and offices were very cooperative in putting this reduction together. It is not easy when you are making reductions. Finding \$2,500,000.00 in the last quarter is monumental.

Ms. Truman went over the reduction as follows:

CURRENT EXPENSE:

Emergency appropriations (reducing expenditures, increasing revenue, increasing fund balance) total: **(\$2,500,000)**

- **Commissioners:** (\$95,283)
- **Auditor:** (\$31,005)
- **Elections:** (\$3,838)
- **Assessor:** (\$65,000)
- **Assessor:** \$16,478-increasing revenues

- **Treasurer:** (\$29,684)
- **Clerk:** (\$80,326)
- **Superior Court:** \$27,203-increasing revenues
- **District Court:** (\$49,622)
- **Prosecutor:** (\$232,840)

Commissioner Averill asked if the Prosecutor was accomplishing his budget reduction by reducing 1.5 FTE for the rest of the year.

Ms. Truman stated she was not sure if that was the reduction he was making. The only information she received was that the salary line would be reduced. We do not know if he will make a reduction in FTE, but a large portion of that was over budgeted COLA and over budgeted benefits for 2009. This is a major part of his reduction total.

- **Self Insurance:** (\$12,187)
- **Civil Service:** (\$348)
- **Human Resources:** (\$22,981)
- **Budget/Fiscal:** (\$36,405)
- **Boundary Review Board:** (\$17,000)
- **Central Services:** (\$17,054)
- **Sheriff:** (\$214,547)
- **Jail:** (\$432,578)
- **Juvenile:** (\$123,353)
- **Juvenile:** \$13,286-increasing revenues
- **Weed:** (\$8,685)
- **Animal Shelter:** (\$5,980)
- **Coroner:** (\$2,968)
- **WSU Ext:** (\$2,393)
- **Transfers:** (\$1,051,745)

The largest portion of that reduction in the transfer was for a finance system. This will be implemented until 2010, so we took the expenditure and the revenue from the 310 fund out by that million.

OTHER FUNDS:

Emergency appropriations (reducing expenditures, increasing fund balance, reducing transfer in) total: **(\$1,066,946)**

Total IT Reductions for Current Expense-(\$21,145) Total IT Reductions for Other Funds-(\$15,201) IT has decided not to charge for ER&R rates, which means that money will not be available for future purchases, but it saved the departments money during the last quarter of 2009.

CE Transfer Reductions

- **Community Development:** (\$71,745)-reducing revenues
- **Capital Facilities Plan:** (\$980,000)-reducing revenues

Total CE Transfer Reductions for Other Funds-(\$1,051,745)

Total Amendment – (\$3,566,946)

Commissioner Averill stated one of our concerns while trying to find this kind of money on a budget adjustment, was whether we would have to release people. By this budget amendment, we have preserved jobs, but several positions have not been filled. He questioned if sometime it may require furloughs.

Ms. Truman stated that is being negotiated with the unions at this time.

Chairman Grose closed the question, answer of the portion of the hearing, and opened the formal hearing.

Ms. Truman asked that her previous comments be adopted into the record.

Chairman Grose asked if there was anyone who wanted to speak for or against this hearing.

Commissioner Averill stated it is difficult to make large cuts with this fiscal year, given the economic conditions that are out there. . A great deal of credit needs to go to the staffs that work for the BOCC and the other Elected Officials. Everyone tried to help during this time of economic difficulties. He thanked everyone who participated in this process. We are served by a very capable Budget/Fiscal Department. He thanked them for putting this together.

Chairman Grose stated he also appreciates the efforts that everyone went through to make this happen. We are still facing uncertainty in the upcoming budget. He then closed the hearing.

Commissioner Averill made a motion to approve Resolution 09-332. **Commissioner Schulte** seconded the motion. Karri Muir, Clerk of the Board read it into the record.

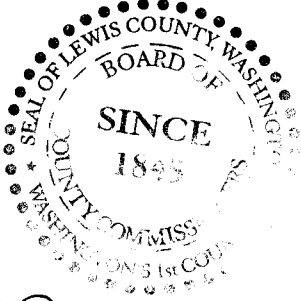
Motion carried 3-0

Thère being no further business, the Commissioners' public meeting adjourned at 10:49 pm on September 28, 2009. The next public meeting will be held Monday, October 5, 2009, at 10:00 a.m.

Please note that minutes from the Board of County Commissioners' meetings are not verbatim. A recording of the meeting may be purchased at the Commissioners' office.

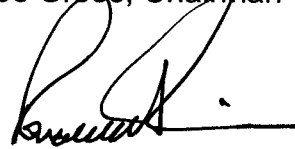
BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON

ATTEST:



Clerk of the Board
Lewis County Commissioners


F. Lee Grose, Chairman


Ron Averill, Commissioner


P.W. Schulte, Commissioner